

INSTRUCTION NO.
LI 25-2

LI 25-2
TRAINING
4 May 1970

SUBJECT : Composition, Purpose, and Procedures of the Logistics Career Service Training Panel

REFERENCES: (1) LI 25-1, dated 12 January 1970
(2) [REDACTED]

1. GENERAL

This Instruction establishes the Logistics Career Service Training Panel (LCSTP) and outlines its purpose and the basic procedures under which it will operate. As experience dictates, additional policy and procedural instruction as recommended to and approved by the Director of Logistics will be published.

2. PURPOSE

The LCSTP is established to:

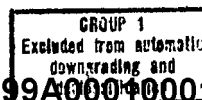
- a. Monitor the implementation of LI 25-1 (Training), dated 12 January 1970.
- b. Evaluate internal and external training programs to determine their suitability and potential for use in the development of Logistics careerists.
- c. Assure effective selection of Logistics careerists as nominees for Agency-sponsored training particularly where such training is to be given in any of the Senior Service Schools or other institutions where representation of the Agency is deemed a significant criterion for selection.
- d. Undertake such other evaluations, studies, or training-related surveys as the Director of Logistics may direct.

3. COMPOSITION

The LCSTP will consist of:

- See LT 20-18 para 4; for panel composition*
- a. [REDACTED] Chairman, appointed for a 2-year period.
 - b. [REDACTED] Member, appointed for an 18-month period.

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- c. [REDACTED] Member, appointed for a 1-year period.
- d. The OL Training Officer, permanent Secretary to the Panel.

NOTE: All of the above appointments are to be effective as of the date of publication of this Instruction; successors to these named appointees will be made by the Director of Logistics not less than 30 days prior to the expiration of the noted terms of office.

4. RESPONSIBILITIES

- a. The LCSTP shall evaluate internal and external training programs to select those of particular interest to the Office of Logistics and, in consultation with the Chairman of the Logistics Career Service Board, establish internal Office of Logistics quotas for participation in these programs.
- b. The LCSTP shall review requests for training and nominate to the Director of Logistics candidates for all internal training programs in excess of 3 weeks duration and in every case of external training where one or more of the following conditions prevail:
 - (1) The nomination contemplates full-time academic training of a semester or more.
 - (2) The nomination is for a program under the jurisdiction of the Agency Training Selection Board.
- c. The LCSTP shall review in depth the qualifications of candidates recommended by OL Division and/or Staff Chiefs for attendance at Senior Officer Schools or other external training institutions where effective representation of the Agency is a significant criterion in selection.

5. PROCEDURES

- a. Meetings - Meetings of the LCSTP will be convened at the discretion of the Chairman of the Panel, by the Chairman at the request of any Member of the Panel or its Secretary, or at the direction of the Chairman of the Logistics Career Service Board or the Director of Logistics in his capacity as Head of the Logistics Career Service.

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- b. Quorum - The Chairman or his alternate, as described below, and one Member together with the Secretary to the Panel shall constitute the necessary quorum for Panel action.
- c. Alternate Chairmanship - In the absence of the appointed Chairman of the Panel, the next most senior Panel Member will serve as Chairman.
- d. Alternate Membership - In the event any Member or Members shall be unable to attend any meeting of the Panel, the Chairman of the OL Career Service Board, at the request of the Chairman of the LCSTP, will designate a Member Pro Tem.
- e. Recommendations - Recommendations of the LCSTP will be made in writing to the Director of Logistics through the Chairman, Logistics Career Service Board.
- f. Approval of Panel Actions - All actions of the LCSTP will be subject to the approval of the Director of Logistics or his Deputy.

6. MEETING AGENDA

It shall be the responsibility of the Training Officer, OL, in his capacity as Secretary to the Panel to:

- a. Prepare and make appropriate distribution of the Agenda for meetings of the Panel.
- b. At the above-noted meeting, present items on the Agenda for members' review and action and provide any documentary and/or regulatory data necessary to their deliberations.
- c. Prepare and distribute minutes of the above-noted meetings as endorsed by the Chairman of the Panel and approved by the Director of Logistics or his Deputy.
- d. Prepare for the Director of Logistics' signature any action memoranda or training requests that may be necessary to implement the Panel's recommendations as approved.


John F. Blake
Director of Logistics

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